

TORs of Mentor

Context: Co working space is an emerging trend where young people get to work in a safe and decent working environment. Rahnuma FPAP in collaboration with Department of Youth Affairs Punjab and with financial support of UNFPA has established a co working space for 20 young people in e-library Lahore. 7 out of these 20 young people will be RH related entrepreneurs and 13 would be from general category entrepreneurs. All of these 20 young people will be provided with a safe and decent co working space to work on their ideas/projects. During the project development phase these young entrepreneurs will be provided with the mentorship from experts. After two months these young entrepreneurs will present/submit their project ideas in front of experts and first four winners will be provided with an awards of 0.3 million each to carry out their project/business idea.

Rahnuma FPAP is looking for a steadfast mentor to facilitate the transition of new incumbents to our established co working space Under UNFPA Youth project.

Role of Mentor: Mentors provide guidance, advice, feedback, and support to the mentee, serving variously as role model, teacher, counselor, advisor, sponsor, advocate, and ally, depending on the specific goals and objectives negotiated with the mentee.

Objective:

To provide support and guidance to a young entrepreneur to successfully establish and sustain his/her new business start-up.

Anticipated Time contribution:

- 2-3 hours per day
- 2-3 days in a week

Anticipated length of commitment:

- 2 months commitment.

Mentors Key Tasks & Responsibilities:

- Participate in orientation session with young entrepreneur to establish and launch the mentoring relationship.
- Meet regularly in person with young entrepreneur to discuss business progress/plan.
- Work with the young entrepreneur to identify and reflect on specific goals and actions needed in order to successfully run a small business.

- Help the young entrepreneur to identify other sources of support as appropriate.
- Provide encouragement to sustain the young entrepreneur's motivation.
- Recognize and celebrate progress as it is made.
- Submit monthly report regarding the status of the relationship and business progress.
- Understand and adhere to policies and procedures of Rahnuma FPAP.

Desired Attributes:

- Commitment to the mandate and help youth to help themselves.
- Adept at relating to and empathizing with young people and their aspirations.
- Capable of developing the skills of young entrepreneurs to make strategic business decisions for themselves.
- Ability to maintain appropriate boundaries while providing valuable guidance during business start-up.
- Skilled at providing positive and constructive feedback and challenging assumptions as required.
- Accessible, reliable and able to meet commitments.
- Effective communication and interpersonal skills.

Mentor Requirements:

- University degree in the relevant field (master's in Business studies, entrepreneurship, social sciences, development studies etc)
- At least 5 years of experience in capacity development through mentoring of business and reproductive health related startups and projects.
- Must have knowledge about Reproductive health issues of young people in Pakistan
- Demonstration of a high level of professionalism and ability to work independently
- Familiarity with sound mentorship practices.
- Ability to perceive psychosocial and similar difficulties.
- Excellent interpersonal communication skills